

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
September 8, 2015 Board Minutes
Fairlington Community Center

ATTENDEES: Jay Yianilos (President), Susan Hunchar (Vice President), Thora Stanwood (Secretary), Maynard Dixon (Treasurer), Laura Knapp Chadwick (At Large), Karen Conroy (Cardinal Management).

CALL TO ORDER: The meeting was called to order by the president at 7:00pm.

RESIDENTS' FORUM –

Ann Marie Douglass (court 14) delivered her slide show titled “Healthy & Sustainable Landscapes.” As Ms. Douglass did not bring the requested paper copies of the presentation with her, the secretary asked her again to provide copies. Ms. Douglass said she would email the presentation to the board members.

Barbara Dean (court 7) mentioned that the Safeway sign shines brightly at night into the windows of the units along King Street. Ms. Dean asked if the board had contacted Safeway or the city of Alexandria about the maximum illumination allowed. The president said that the Glen has been building up the plantings along King Street to block the views along King Street and to provide a sound barrier. The president noted that the city of Alexandria had been asked to provide plantings but the city declined to plant anything along the King Street fence.

Sarah Lloyd (court 15) asked how the decisions were reached on what to plant in the front plant beds. The president said it was based on the spring and fall walk-throughs and on guidance in the Glen Handbook.

Connie Francis (court 14), Therese Rose (court 4), and Margaret Windus (court 1) in attendance.

APPROVAL OF THE MINUTES:

9.8.15.01 Motion. Moved to approve the minutes of the August 14, 2015 board meeting. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

President -

9.8.15.02 Motion. Moved to approve a variance request from 3517-A S. Stafford Street (court 1) for exterior installation of a sump pump in the patio, contingent upon the restoration of the patio to its pre-construction condition. Motion passed unanimously.

A Common Element Use Agreement was received and approved on September 5, 2015 from 4209 S. 36th (court 11).

A Common Element Use Agreement was approved on August 26, 2015 from 4309 S. 36th (court 10).

The president stated that he has attempted to set up a meeting with Bob Garbacz of the Department of Transportation and Environmental Services of Alexandria regarding the traffic safety issue at the 36th Street and Quaker Lane intersection. He will continue to reach out to Mr. Garbacz until contact is made.

It was duly noted that no budget amendments were received by the deadline date of August 31, 2015.

Two residents have signed up as candidates for the board. The deadline for candidate submissions is September 15, 2015.

The e-mail approval given by the board on August 26, 2015 to appoint Arlene de Strulle as landscape committee chairman was duly recorded.

Vice President –

Arlington County checked the sprinklers at the circle and the three triangles and reported that they are now operational.

Treasurer –

The treasurer mentioned a situation that was clearly the co-owner's responsibility and the resultant ServPro invoice was paid in error by the Glen. The management company must leave clear instructions for its employees manning the emergency phone line so future situations are explained correctly to the Glen's co-owners. The at-large member recommended writing a paragraph that defines an emergency and who is responsible for the resultant bills that the management company's employees can refer to and that can be posted on the Glen web site.

The treasurer asked Cardinal to refrain from co-mingling the Glen's reserve funds with funds in the Glen's operating account.

The management agent was asked to contact Restoration Engineering Inc. (REI) about adding routine roof and gutter repair work to the four-year painting/carpentry cycle.

The following checks were given to the management agent for pool parties:
Non-private parties – \$25 from Nicola Volkert; \$25 from Timothy and Karen Hanley.

Secretary –

The management agent was asked if the on-site staff is removing ivy from the exterior of the buildings and fences. The staff has been instructed to work on ivy removal when time permits.

The secretary asked if REI has received a proposal from NVM regarding the completion of the courts 1 and 10 paving project. The management agent will contact REI regarding this issue.

The management agent was asked if proposals had been received regarding security fences at the perimeter of the Glen; sidewalk repair work; and porch mortar repairs. None have been received to date. The management agent will pursue proposals for these three major projects.

What is the status of the request from ECS Mid-Atlantic to have access to the Glen's common area to check the groundwater? The management agent will contact ECS again for an update.

At Large – No report.

COMMITTEE REPORTS:

The landscape committee was represented by Arlene de Strulle (chairman), Ann Marie Douglass, Tina Collier, Barbara Dean, Roxanne Sykes, and Thora Stanwood.

The chair stated that the fall proposal from Environmental Enhancements (EE) was not ready for board approval. The committee will meet on September 10, 2015 to review the proposal and will request approval of the board of the final version of the proposal. The president stated that the board can do an email vote but it must be unanimous. If it is not unanimous, the proposal will have to be presented at the October board meeting for approval. The president also stated that the residents must be notified of the landscape committee meeting dates and locations. The at-large member asked what the next phase is in the King Street buffer plan. The chairman said it would be discussed by the committee. The president mentioned that the committee should set the date for the fall clean-up, which is usually held in November. The treasurer mentioned that the 2016 painting cycle would include courts 13-16 and that the committee should leave money in the budget for trimming the trees away from the roofs in those four courts. The chair stated that she and the secretary would work together on future landscape contracts.

MANAGEMENT REPORT:

The chimney screen replacement project should be completed next week.

Wagner Roofing is presently working on the partial roof replacement at 3525-3533 and at 3535-3549 S. Utah Street (court 9) and at 4301-4309 and 4323-4343 S. 36th Street (court 10).

Sunshine Contracting has completed the replacement of the center dormer window at 3536 S. Stafford (court 13).

The vice president asked the management agent to query REI if there is a reason why portions of the roofs do not have gutters.

The vice president asked to have snow blower and leaf blowers checked out and repaired if necessary.

EXECUTIVE SESSION:

9.8.15.03 Motion. Moved to go into executive session at 8:47pm to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

9.8.15.04 Motion. Moved to return to open session at 8:55pm. Motion passed unanimously.

9.8.15.05 Motion. Moved to accept the settlement offer proffered by account #2013 subject to 1) the conditions suggested by counsel, i.e. the co-owner pay the first installment within ten days of the board's acceptance of the offer and 2) the co-owner keep current on the assessments and monthly condo fees. Motion passed unanimously.

ADJOURNMENT: The meeting was adjourned by the president at 8:57pm.

The next scheduled meeting of the board is Tuesday, October 13, 2015, at 7:00pm in the Fairlington Community Center.

Respectfully submitted,

Thora Stanwood
Secretary